



**COMET – Pension System Replacement Project**  
**Invitation to Partner No. 2004-3494**  
**February 24, 2005 at 10:00 a.m.**  
**Vendor Conference Meeting Minutes**

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Presentation Hosted by: Teri Bennett, Project Manager, Pension System Replacement Project

**Opening Remarks**

T. Bennett welcomed everyone, thanked them for attending and reviewed the agenda.

- Introductions

T. Bennett introduced the Project Executives for PSR:

- Jarvio Grevious, Deputy Executive Officer, Benefits Administration
- Ron Seeling, Chief Actuary
- R.E. “Gene” Reich, Assistant Executive Officer, Information Technology Services Branch

- Executive Comment

R. Seeling thanked everyone for their interest in participating. He emphasized the importance of the project and briefly described his role as Actuary at CalPERS.

J. Grevious thanked everyone for attending and stated how this project will be the vehicle that sustains CalPERS operations over the next couple of decades.

G. Reich stated the procurement process officially starts with this conference and that CalPERS is now in a “quiet period”. He stated that all contacts must be made through CalPERS Contracts Administration Office and that any deviation might result in disqualification. He stated that, due to the size and visibility of this project, it was imperative that CalPERS do everything to ensure compliance with procurement rules and regulations. He indicated that the Conflict of Interest rules will be very restrictive and that clarifying language would be forthcoming in an addendum to the ITP. He referred questions regarding the Conflict of Interest language to Cathy Martens, PSR Contract Analyst.

**Project Overview**

T. Bennett provided overview of CalPERS from a technology standpoint – where they’ve been, where they want to go and how they plan to get there. She indicated the presentation slides would be published on the Web.

## Key Information

T. Bennett stated that effective March 1, 2005, all PSR procurement documents will be posted to the CalPERS website. Hard copies will need to be requested via the PSR Solicitation mailbox. Additionally, questions and answers will be posted to the site and updated daily.

## Q & A

C. Martens lead the Q & A portion of the conference. She started off by reminding everyone that CalPERS Restricted Contact Policy prohibits Vendors from communicating with CalPERS Board or staff members during a competitive solicitation. She reiterated that all contact must be initiated via the PSR Solicitation mailbox as directed in the ITP document. She cautioned the vendors not to contact her via phone or any other email address.

C. Marten stated she will post responses to questions on the CalPERS website on a flow basis beginning March 1<sup>st</sup> and continuing through the final posting date of April 29<sup>th</sup>. The list of Qualified Business Partners will be posted on the website on May 31<sup>st</sup>. She emphasized that nothing will be sent out in hardcopy unless it is specifically requested via the PSR Solicitation mailbox.

C. Marten opened the floor to questions.

1. Will we get a list of all the attendees at the conference?

**CalPERS: The attendee list will be published as part of the addendum.**

2. For the unified data base that was mentioned earlier, is there an existing platform or preferred platform for the new system?

**CalPERS: There is a common data base that has been established and we will provide the details of that and our entire technical infrastructure in the RFP itself. This is an alternative procurement, so we are open to any suggestions. We have not defined the technical requirements at this point.**

## Closing Remarks

T. Bennett wrapped up the conference by thanking everyone for attending.